



SELF-ADVOCACY STANDING COMMITTEE
DRAFT MINUTES

June 5, 2014

2:00 p.m. - 3:00 p.m.

Arizona Developmental Disabilities Planning Council
1740 West Adams Street, Suite 410
Phoenix, Arizona 85007

A standing committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on June 5, 2014 at the ADDPC, 1740 West Adams, Suite 410, Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present	
Tom Uno, Chair, Teleconference	Monica Cooper, Teleconference
Susie Cannata, Teleconference	Tim Martin, Teleconference

Staff/Members of the Public	Members Regrets or Absent
Marcella Crane, Contracts Manager	Regrets – David Copins
Larry Clausen, Executive Director	Absent - Madeline Corzine
Lani St. Cyr, Fiscal Manager	Absent - Elmer Saufkie
Michael Leyva, Grants Coordinator	
Karen Kelsch, Pilot Parents of S. Arizona	

A. Call to Order:

Tom Uno welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC) Self-Advocacy standing committee meeting. Meeting was called to order at 2:05 p.m. and introductions were made. Guest Karen Kelsch was welcomed to the committee.

B. Minutes Approval

The Minutes from the March 5, 2014 committee meeting were approved with no changes.

- Motion by Monica Cooper to accept the Minutes.
- Motion was seconded by Susie Cannata.
- Motion carried.

C. Scope of Work Draft – Comprehensive Education Projects to Promote Self-Advocacy and Empowerment through Information

Marcella Crane provided an overview of the competitive grant solicitation to support comprehensive education projects that will promote self-advocacy and information sharing. The draft scope of work is broken into five sections: Eligibility and Availability of Funds; Purpose and ADDPC Objectives; Tasks to Complete; Strategies and Activities; and Evaluation. The total amount of available funding is \$300,000, with contracts to be in place for one year.

The main purpose of the solicitation is for applicants to develop and implement ongoing, consistent and comprehensive projects, targeting self-advocates, family members and/or other stakeholders who have an interest in advancing advocacy efforts and using new information that will lead to persons with a developmental disability and/or family members being empowered and to make positive choices.

Council members discussed the draft and recommended two additional changes in the evaluation section, to include that funded grantees should meet bi-annually to share their program, best practices and lessons learned. The second change in the scope of work is to ensure that the 30% of surveys that are gathered using the Intermediate Term Outcome Post Survey will be representative of participants that reside in unserved/underserved areas, as well as more urban areas.

With no further discussion, the Chair moved for motion.

- Motion was made by Susie Cannata to approve the draft scope of work, with the additional language to add.
- Motion was seconded by Monica Cooper.
- Motion carried.

D. Pilot Parents of Southern AZ, Project LEAP Year 4 renewal, \$55,000

Marcella Crane summarized the Year 4 renewal application for Project LEAP, the ADDPC awarded grants funds back in 2011 to Pilot Parents of S. Arizona. The original solicitation terms and conditions allow the ADDPC to consider a fourth year renewal, with the self-advocacy committee reviewing and recommending an award.

The project meets both the self-advocacy and empowerment through information goals by offering participants the opportunity to attend trainings, conferences and other learning events that will increase their knowledge, enhance their current advocacy skills, promote inclusion, self determination and informed decision making about choices and quality of life.

All eligible participants submit an application for consideration. If they are approved, they are allowed to utilize LEAP funds once a year. Expenses eligible to pay for include registration fees, travel, and meals. For an applicant to receive reimbursement, they are required to fill out a post-evaluation survey and submit all original receipts for approval.

Since Project LEAP was first supported in 2011-2012 grant year, the number of applications received and approved has increased, as well as participants reporting an increase in advocacy skills after they attended an approved LEAP training.

Council members discussed the application and questions were addressed to Karen Kelsch for clarification. A particular addition to their application will be for Pilot Parents to collect outcome data using the Intermediate Term Outcome Post Survey for a minimum of 30% of LEAP participants. The survey will be distributed 3 months post a training event they attended to gauge how the information they learned has been used and if they report their advocacy skills increasing. Karen stated that minimal funding for this task will need to be added to their budget.

With no further discussion, the Chair moved for a motion.

- Motion was made by Monica Cooper to approve Project LEAP's Year 4 renewal application at an amount not to exceed \$60,000 and to utilize a post survey at 3 months to a minimum of 30% of participants and for data to be provided to the ADDPC.
- Motion was seconded by Tim Martin.
- Motion carried.

E. Call to the Public

Karen Kelsch attended the meeting.

F. Adjourn

The meeting was adjourned at 3:00 p.m.

